

AutoCount has released AutoCount Accounting version 1.9 in respond to change of GST rate from 6% to 0%. For AutoCount users who are currently using version 1.8 (and also are GST taxable person), it is advisable to upgrade to version 1.9 as soon as possible.

Should you have decided not to upgrade your AutoCount Accounting version 1.8 to version 1.9 at the moment and continue using version 1.8 on and after 1 June 2018, you are advised to take note of the following topics and make necessary changes in the system settings as well as when using the software for daily operation when stepping into June 2018:

Warning! The following suggestions are merely for the purpose of reference, especially for AutoCount users that are still using version 1.8 on or after 1 June 2018. They are not to be taken as perfect solution to avoid any kind of mistakes and non-compliances.

1. SR 6% change to 0%

In version 1.9 a new tax code SR 0% will be generated and map to box 5a and 5b. The current SR 6% will remain. Similarly for purchase tax code, TX 0% will be generated and map to box 6a and 6b, while the current TX 6% will remain.

In version 1.8 there is no way you can set a default tax code of SR 0% and TX 0%. So starting from 1 June 2018, you have 2 options:

- A. Use tax code ZRL (0%) instead of all output tax codes that carry 6% (e.g. SR-S, SR-CG, SR-MS, DS, DS-I, DS-ATMS). You may also consider to change your Default Tax Code to ZRL.
This method is easier. The transaction will map to box 10 instead of box 5a. It will not affect the accuracy of tax amount payable or claimable (they are all 0% anyway).

As for purchase tax code, it is much simpler, as normally you will refer to the tax invoice received to decide what tax code to be used. Most likely invoice from suppliers starting from 1 June 2018 will show either SR 0% or ZRL 0%, what you need to do just use tax code ZP (0%) instead of other input tax codes that carry 6% previously (e.g. TX-S, TX-Z, TX-I, TX-CG, TX-ES, TX-ES-CG, TX-IES, TX-IES-CG, TX-RE, TX-RE-CG, IM, IM-CG, BL, TX-NC). You may also consider to change your Default Tax Code to ZP.

- B. Still using output tax code SR 6% or TX 6% but change the tax rate from 6% to 0% during transaction.
This method will map to box 5a or 6a. You will need to perform 'Edit Column Lock' to unlock the column of GST Rate (by default the column is locked). You also need to change the rate for each transaction.

1.1 How to Change your Default Tax Code

Default tax code can be set/change in 5 places:

- a) Tax Code Maintenance
- b) Item Maintenance
- c) Debtor / Creditor Maintenance
- d) Account Maintenance
- e) Payment Method Maintenance (For Bank Charges only)

1.1 (a) Setting default tax code at Tax Code Maintenance

Go to GST > Tax Code Maintenance

Tax Code Maintenance

Hint: Here, you can create/configure your tax code that will be used for Sales and Service Tax (SST) or Goods and Services Tax (GST).

Buttons: New Edit Delete Configure Malaysia GST

For Input Tax Code:
Click to select ZP, check the checkbox of "Default", OK.

For Output Tax Code:
Click to select ZRL, check the checkbox of "Default", OK.

Tax Code	Description	Govt. Tax Code	Is Default?
Supply/Purchase: Purchase			
AJP-APBD	Input Tax 6% - Adjustm...	AJP	<input checked="" type="checkbox"/>
AJP-ARBD	Input Tax 6% - Adjustm...	AJP	<input checked="" type="checkbox"/>
BL	Input Tax 6% - Not Clai...	BL	<input checked="" type="checkbox"/>
IM	Input Tax 6% - Import o...	IM	<input checked="" type="checkbox"/>
IM-GDS	Purchase Imported Good...		<input checked="" type="checkbox"/>
IM-SVC	Purchase Imported Good...		<input checked="" type="checkbox"/>
NR	Input Tax 6% - Not R...		<input checked="" type="checkbox"/>
OP	Input Tax 6% - Out Of...		<input checked="" type="checkbox"/>
TX-CG	Input Tax 6% - Consum...		<input checked="" type="checkbox"/>
TX-ES	Input Tax 6% - Exempt...		<input checked="" type="checkbox"/>
TX-ES-CG	Input Tax 6% - Exempt...		<input checked="" type="checkbox"/>
TX-FRS	Input Tax 6% - FRS		<input checked="" type="checkbox"/>
TX-I	Input Tax 6% - Import...		<input checked="" type="checkbox"/>
TX-NC	Input Tax 6% - Not Cla...		<input checked="" type="checkbox"/>
TX-S	Input Tax 6% - Stand...		<input checked="" type="checkbox"/>
TX-Z	Input Tax 6% - Zero R...		<input checked="" type="checkbox"/>
ZP	Input Tax 6% - Zero R...		<input checked="" type="checkbox"/>
Supply/Purchase: Supply			
AJS-APBD	Output Tax 6% - Adjust...	AJS	<input checked="" type="checkbox"/>
AJS-ARBD	Output Tax 6% - Adjust...	AJS	<input checked="" type="checkbox"/>
DS	Output Tax 6% - Deeme...	DS	<input checked="" type="checkbox"/>
DS-I	Output Tax 6% - Import...	DS	<input checked="" type="checkbox"/>
ES	Output Tax 0% - Exemp...	ES	<input checked="" type="checkbox"/>
OS	Output Tax 0% - Out Of...	OS	<input checked="" type="checkbox"/>
SR-S	Output Tax 6% - Standa...	SR	<input checked="" type="checkbox"/>
ZDA	Output Tax 0% - Zero R...	ZDA	<input checked="" type="checkbox"/>
ZRE	Output Tax 0% - Zero R...	ZRE	<input checked="" type="checkbox"/>
ZRL	Output Tax 0% - Zero R...	ZRL	<input checked="" type="checkbox"/>

Record 27 of 27

1.1 (b) Setting default tax code at Item maintenance

- If the fields of default tax code (Supply Tax Code and Purchase Tax Code) are empty (not assigned previously) for all your stock item maintenance, you can skip this step.
- Go to Stock > Stock Item Maintenance, find out (filter) stock items that have been assigned default tax code, and then change the default tax codes to <null> (means empty the fields).

Edit Stock Item - [6.05]

Buttons: Edit Copy Item Window

Item Code: 6.05 Group: FOOD Item Type: Active ☒

Description: 6.05

Has Promoter ☐ Discontinued ☐

Auto UOM Conversion ☒ Back Order Control ☒

Calculate Bonus Point ☒

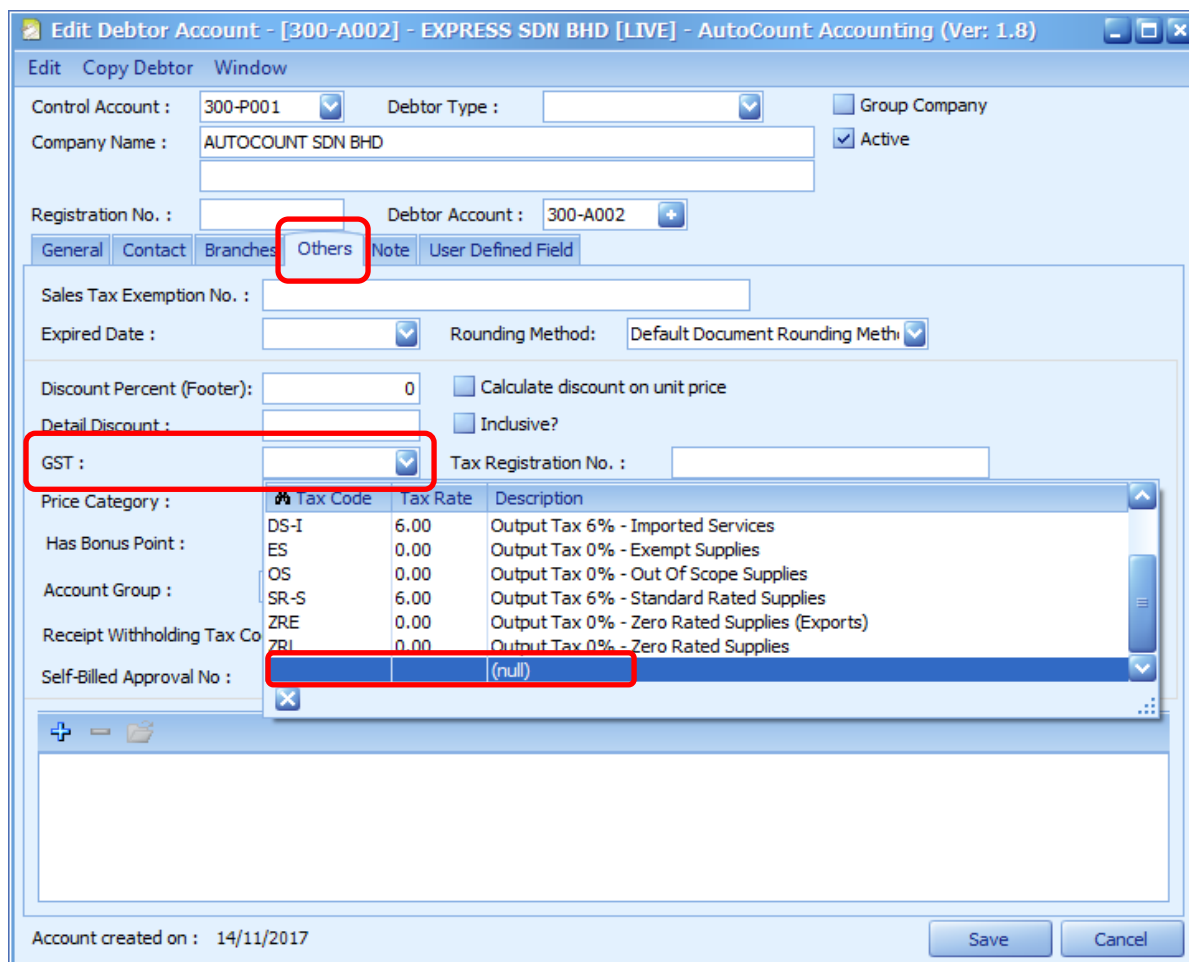
Supply Tax Code: Purchase Tax Code:

Tax Code	Tax Rate	Description
DS-I	6.00	Output Tax 6% - Imported Services
ES	0.00	Output Tax 0% - Exempt Supplies
OS	0.00	Output Tax 0% - Out Of Scope Supplies
SR-S	6.00	Output Tax 6% - Standard Rated Supplies
ZRE	0.00	Output Tax 0% - Zero Rated Supplies (Exports)
ZRL	0.00	Output Tax 0% - Zero Rated Supplies
(null)		

UOM: PCS

What if I am still using v1.8?**1.1 (c) Setting default tax code at Debtor/Creditor Maintenance**

- If all your Debtor/Creditor default tax code were not assigned (GST field is empty), you can skip this step.
- Go to AR > Debtor Maintenance > Others (or AP > Creditor Maintenance > Others), find out (filter) debtors/creditors that have been assigned default tax code, and then change the default tax codes to <null> (means empty the fields).



Account created on : 14/11/2017

1.1 (d) Setting default tax code at Account Maintenance

- If all your GL Account Input Tax Code and Output Tax Code is empty, you can skip this step.
- Go to GL > Account Maintenance, highlight GL Account to be edited, click on Edit Account, change the Input Tax Code or Output Tax Code to <null> (empty the field)

Account Maintenance - EXPRESS SDN BHD [LIVE] - AutoCount Accounting (Ver: 1.8) (Rev: 188)

File G/L A/R A/P Inquiry Stock Sales Purchase Bonus Point Business Flow Multi Dimensional Sales Analysis POS Integration Point of Sale General Maintenance Tools GST Window Help

Account Maintenance

Hint: Account Maintenance is the place you can create, edit, or delete accounts.

☒ Show All Accounts CURRENT ASSETS Find: Up-To-Date

Account Maintenance Table:

Description	Acc. No.	Spec...	Curr. Code	Cash Flow Category	Input Tax ...	Output Tax...
SALES ADJUSTMENTS						
RETURN INWARDS	510-0000		MYR	O		
DISCOUNT ALLOWED						
COST OF GOODS SOLD						
STOCKS AT THE BEGINNING						
PURCHASES						
PURCHASES RETURN						
CARRIAGE INWARDS						
STOCKS AT THE END OF YEAR						
OTHER INCOMES						
GAIN ON FOREIGN EXCHANGE						
DISCOUNT RECEIVED						
AP (CREDITOR) BAD & DOUBTFUL						
EXTRA-ORDINARY INCOME						
EXPENSES						
ADVERTISEMENT						
BANK CHARGES						
DEPRECIATION OF FIXED ASSETS	903-0000		MYR	O		
SALARIES	904-0000		MYR	O		
TRAVELLING EXPENSES	905-0000		MYR	O		
UPKEEP OF MOTOR VEHICLE	906-0000		MYR	O		
WATER & ELECTRICITY	907-0000		MYR	O		
LOSS ON FOREIGN EXCHANGE	908-0000		MYR	O		
TELEPHONE CHARGES	909-0000		MYR	O		
PRINTING & STATIONERY	910-0000		MYR	O		
INTEREST EXPENSE	911-0000		MYR	O		
POSTAGES & STAMPS	912-0000		MYR	O		
COMMISSION & ALLOWANCES	913-0000		MYR	O		
OFFICE RENTAL	914-0000		MYR	O		
GENERAL EXPENSES	915-0000		MYR	O		

Edit Normal Account Dialog:

Account No: 909-0000 Currency Code: MYR MSIC Code: Cash Flow Category: Operating Activities

Description: TELEPHONE CHARGES

Input Tax Code: (null) Output Tax Code: (null)

Tax Code List:

Tax Code	Tax Rate	Description
TX-NC	6.00	Input Tax 6% - GST Incurred and choose not to claim the Input Tax
TX-S	6.00	Input Tax 6% - To Make Taxable Supplies (standard rated)
TX-Z	6.00	Input Tax 6% - To Make Taxable Supplies (zero rated)
(null)		Input Tax 6% - Purchase subject to GST other than standard rate

Buttons: New Normal Account, New Special Account, Fixed Asset, Bank, Cash, Deposit, Debtor Control, Creditor Control, Stock, Retained Earning, Edit Account, Delete Account, Print Chart of Account, Refresh, Close.

Note: Setting the default tax code to <null> means to capture the General default tax code maintained at Tax Code Maintenance.

For any exceptional cases, you still need to assign its respective default tax code if it is not to be ZRL or ZP as maintained at Tax Code Maintenance.

1.1 (e) Setting default tax code at Payment Method Maintenance

- If all your Bank Charge default tax code is empty, you can skip this step.
- Go to General Maintenance > Payment Method Maintenance, highlight the payment method to be edited (e.g. Bank), click on Edit, change the Bank Charge Tax Code to **ZP**.

Payment Method Maintenance

Hint: Payment Method is used to properly classify your accounting transaction

New Edit Delete

Drag a column header here to group by that column

Acc.Type	Payment Method	Bank A/C
SCB	CASH	320-0000
SBK	BANK	310-1000
SDP	deposit	111-1111

Payment Method Maintenance

Payment Method Type: ☒ Bank ☐ Deposit ☐ Cash ☐ Others ☒ Active

Payment Method: BANK Journal Type: BANK

Bank/Cash Account: 310-1000

Payment By: CHEQUE Payment Type: Cheque

Overdraft Limit: 0.00 (If this is an overdraft bank account, please specify the overdraft limit)

☒ Need to specify additional information such as cheque number or credit card number

Bank Charge

Bank Charge Account: Min. Bank Charge: 0.00

Bank Charge Rate: 0 % (Bank Charge Amount will be automatically calculated by this percentage)

☒ Merge Bank Charge Transaction In Bank Reconciliation Bank Charge Tax Code: ZP

Business Reg. No.: Business Name:

GST Reg. No.:

Document Numbering Format

Payment Document Numbering Format: PV Default

Receipt Document Numbering Format: RV Default

GIRO Payment Bank:

OK Cancel

1.2 How to unlock the column of GST Rate

Go to Tools > Options > Invoicing > Customize Invoicing

Options

Category

- General
 - Application Settings
 - Decimals
 - Account Code Format
 - Miscellaneous
 - Goods and Services Tax
 - Withholding Tax
 - Security Policy
 - Help File
- G/L
- Invoicing
 - Auto Price
 - Customize Invoicing**
 - Customize Invoicing 2
 - Document Transfer
 - Document Control
 - Document Control 2
 - Cash Sale
 - 5 Cents Rounding
- A/R & A/P
 - Aging and Statement
 - Default Debtor & Creditor

Default Sales Item Quantity: 1

☐ Line Discount post to separate Account

☐ Automatic Convert Discount to Percentage

☒ Automatic Show Total Cost Dialog when no Item Code

☐ Use Font Style in Invoicing ☐ Calculate A

☐ Check Minimum Sale Price Based On Inclusive Price

☐ Check Minimum Purchase Price Based On Inclusive Price

Over Transfer of Quantity in Partial Transfer

☐ Allow Over Transfer of Quantity From Quotation

☐ Allow Over Transfer of Quantity From Sales Order

☐ Allow Over Transfer of Quantity From Request for Quotation

☐ Allow Over Transfer of Quantity From Purchase Order

Color Indication

☐ Show Below Minimum Sale Price Color Indication

☐ Show Above Maximum Sale Price Color Indication

☐ Show Below Minimum Purchase Price Color Indication

☐ Show Above Maximum Purchase Price Color Indication

OK Cancel

Edit Column Lock

Customize Remark

Click on Edit Column Lock

What if I am still using v1.8?

Edit Column Lock

Doc. Type

Detail Type	by	Unit Price	Discount	Tax Code	Tax Rate	Tax	SubTotal	Print Out
+ Doc. Type: Credit Note								
+ Doc. Type: Cash Purchase								
+ Doc. Type: Cash Sale								
+ Doc. Type: Debit Note								
+ Doc. Type: Delivery Order								
+ Doc. Type: Delivery Return								
+ Doc. Type: Goods Received								
+ Doc. Type: Goods Return								
- Doc. Type: Invoice								
Normal Detail								
Partial Transfer Detail								
Full Transfer By Detail								
Full Transfer By One Document								
Full Transfer By Multiple Document								
Value Transfer								
+ Doc. Type: Purchase Invoice								
+ Doc. Type: Purchase Order								
+ Doc. Type: Purchase Return								
+ Doc. Type: Quotation								
+ Doc. Type: Request Quotation								

Record 40 of 70

Save Cancel


1. Uncheck the respective check box to unlock

2. Slide towards right and locate the column of Tax Rate

3. Click on the '+' of selected document type

New Invoice - [Next Possible No: I-000013] - PE & CGA 2 [14-07-2016] - AutoCount Accounting (Ver: 1.8)

Edit Copy Invoice Transfer Document Payment Tools Window

Debtor 

Name

Address

Branch

Can Transfer? ☒

Invoice No <<New>>

Date 24-05-2018

Credit Term

Sales Agent

Ship via

Shipping Info

Main More Header External Link Note

Group Total Discount Total Cost Show Instant Info

Item Code	Description	Further Description	UOM	Qty	Unit Price	Discount	Total	GST Code	GST Rate	GST	Total (ex)	Total (inc)
		...						SR-S		0.00		

Record 1 of 1

Subtotal (ex) 0.00

Inclusive? ☐ Taxable Amount 0.00 GST 0.00

Currency MYR Rate 1 Local Total 0.00 Total 0.00

☒ After save, proceed with new Invoice

Save Save & Preview Save & Print Cancel

During transaction, you will be able to modify value of Tax rate column

2. Documents Transfer (change of tax code)

When creating Invoice in June 2018 by transferring from Quotation created in May 2018 (with GST 6%), remember to change the tax code or tax rate in such Invoice (which should be SR 0% or ZRL) for standard taxable goods or services.

The same treatment applies in most of other documents transfer:
(assuming no payment in advance has been received)

Transfer from (May 2018)	Transfer to (June 2018)	Need to change tax code / tax rate
Quotation with 6%	Sales Order Delivery Order Invoice Cash Sale	Yes, change to 0%
Sales Order 6%	Delivery Order Invoice Cash Sale	Yes, change to 0%
Delivery Order 6%	Invoice Cash Sale Delivery Return	No, remain 6%
Invoice 6%	Credit Note	No, remain 6%
Request Quotation	Purchase Order	Yes, change to 0%
Request Quotation	Goods Received Note Purchase Invoice Cash Purchase	(depends on supplier's document)
Purchase Order	Goods Received Note Purchase Invoice Cash Purchase	(depends on supplier's document)
Goods Received Note	Purchase Invoice Cash Purchase Goods Return	(depends on supplier's document)
Purchase Invoice	Purchase Return	(depends on supplier's document)

3. Recommendations on Software Usage before 01/06/2018

- If possible, try to avoid accept Advanced Payment (Deposit) in May 2018 which tax invoice will be issued in June 2018 or later.
Should the Advanced Payment (Deposit) is unavoidable in May 2018, issue the respective Tax Invoice immediately or before June 2018.
- To avoid charging GST 6%, try to avoid delivery (issue DO) in May 2018 which tax invoice will be issued in June 2018 or later.
Should the delivery or partial delivery is unavoidable in May 2018, issue the respective Tax Invoice with GST 6% immediately or before June 2018.
- Should there are supplies (payment received or delivery of goods/services) spanning the periods of GST 6% change to 0%, the GST treatment will become complicated.
Kindly refer to *GST Act (2014) Section 66: Supplies spanning change in rate or description*.
http://gst.customs.gov.my/en/rg/SiteAssets/gst_actw/SECTION%2066.pdf

4. GST on DO

Generally when DO is transferred to INV, tax codes used in DO will be wholly copied to INV. So basically this will not create any trouble in the use of tax codes.

To avoid any confusion or disputes with your customers, and to avoid charging GST 6%, try to avoid delivery (issue DO) in May 2018 which tax invoice will be issued in June 2018 or later. Should the delivery or partial delivery is unavoidable in May 2018, issue the respective Tax Invoice with GST 6% immediately or before June 2018.

Special attention is needed when goods/services are delivered after issuance of invoice. Spanning May and June 2018 where Tax Invoice is issued in May 2018 (with GST 6%) and goods are delivered only in June 2018 (which should be 0%). A credit note will need to be issued for the GST amount charged.

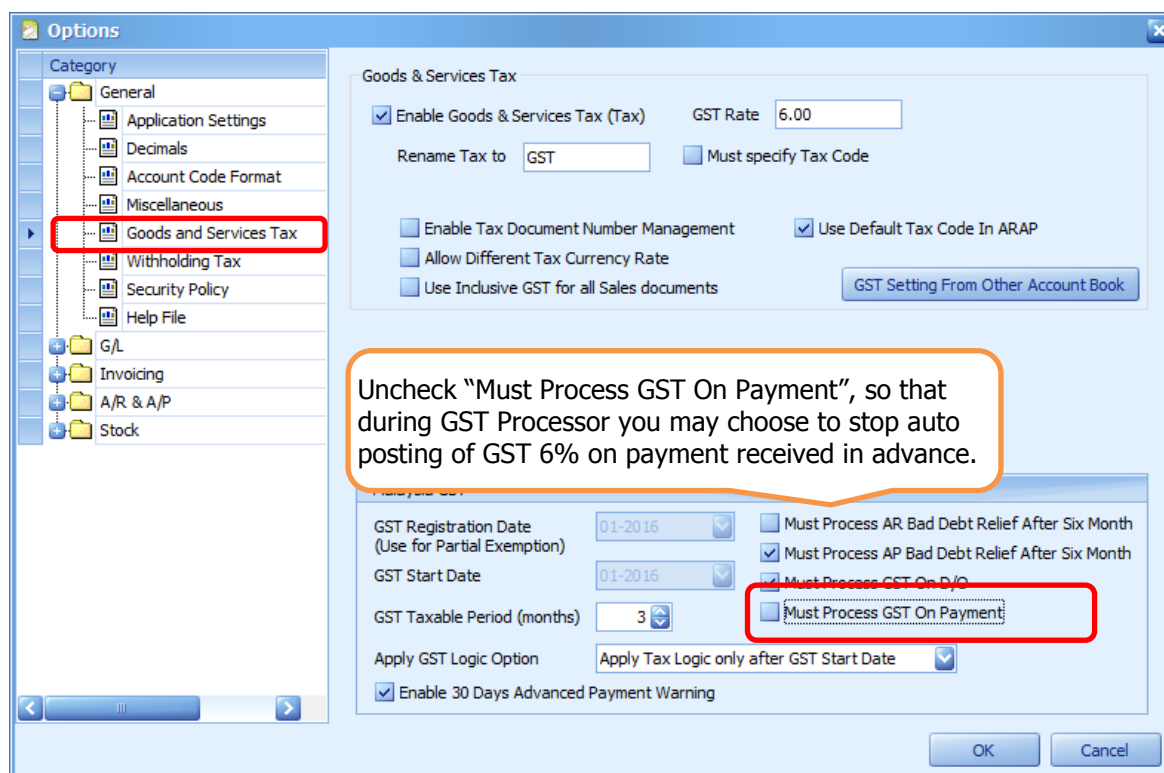
5. GST on Payment

Generally when payment (deposit) is received (in May 2018a) before goods/service delivery or invoiced in the subsequent taxable period (June 2018 or later), the deposit is deemed to be inclusive of GST 6%. This will cause difficulties in June 2018 when invoice is issued because part of the supply (deposit) is with 6% and the other part of supply is 0%.

If possible, try to avoid accept Advanced Payment (Deposit) in May 2018 which tax invoice will be issued in June 2018 or later. Should the Advanced Payment (Deposit) is unavoidable in May 2018, issue the respective Tax Invoice immediately or before June 2018.

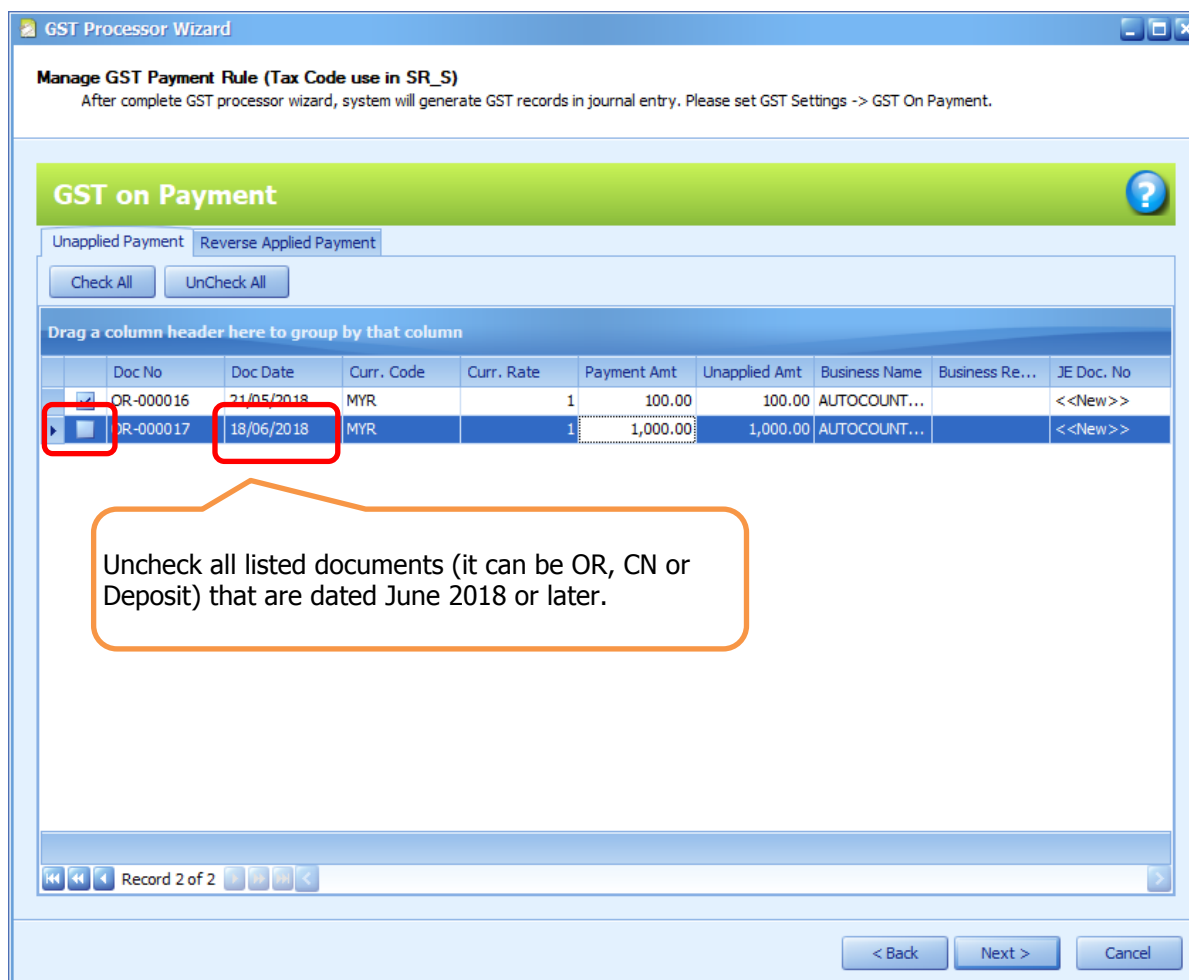
5.1 For those who are doing monthly submission

- In June 2018 or later, after completing GST Processor (and GST Submission) for the period of May 2018, and before running GST Processor for the period of June, go to Tools > Options > General > Goods and Services Tax, uncheck the checkbox of Must Process GST on Payment:



What if I am still using v1.8?

- For the taxable period of June 2018 onwards, when running GST Processor, at the page of GST on Payment, uncheck all listed documents (it can be OR, CN or Deposit) that are dated in June 2018 or later. This is to prevent the system from auto-generate Journal Entry to charge 6% GST on those advanced payment received in June 2018 or later (where GST should be 0%).



Manage GST Payment Rule (Tax Code use in SR_S)
 After complete GST processor wizard, system will generate GST records in journal entry. Please set GST Settings -> GST On Payment.

GST on Payment

Unapplied Payment | Reverse Applied Payment

Check All | Uncheck All

Drag a column header here to group by that column

	Doc No	Doc Date	Curr. Code	Curr. Rate	Payment Amt	Unapplied Amt	Business Name	Business Re...	JE Doc. No
<input type="checkbox"/>	OR-000016	21/05/2018	MYR	1	100.00	100.00	AUTOCOUNT...		<<New>>
<input type="checkbox"/>	OR-000017	18/06/2018	MYR	1	1,000.00	1,000.00	AUTOCOUNT...		<<New>>

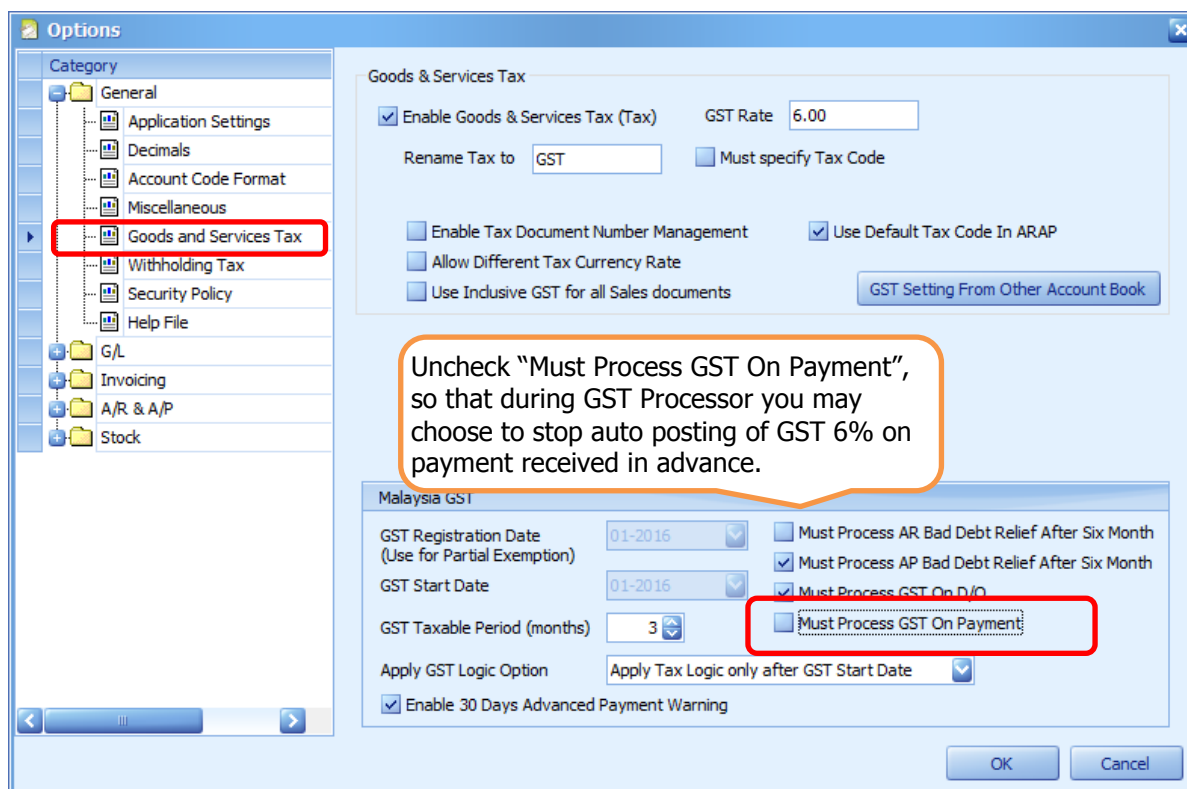
Uncheck all listed documents (it can be OR, CN or Deposit) that are dated June 2018 or later.

Record 2 of 2

< Back | Next > | Cancel

5.2 For those who are doing quarterly submission

- If your taxable period is April to June 2018, before running GST Processor for the period of Apr-June, go to Tools > Options > General > Goods and Services Tax, uncheck the checkbox of Must Process GST on Payment:

What if I am still using v1.8?


Options

Category

- General
 - Application Settings
 - Decimals
 - Account Code Format
 - Miscellaneous
 - Goods and Services Tax**
 - Withholding Tax
 - Security Policy
 - Help File
- G/L
- Invoicing
- A/R & A/P
- Stock

Goods & Services Tax

☒ Enable Goods & Services Tax (Tax) GST Rate 6.00

Rename Tax to GST ☐ Must specify Tax Code

☐ Enable Tax Document Number Management ☒ Use Default Tax Code In ARAP

☐ Allow Different Tax Currency Rate

☐ Use Inclusive GST for all Sales documents [GST Setting From Other Account Book](#)

Malaysia GST

GST Registration Date (Use for Partial Exemption) 01-2016 ☐ Must Process AR Bad Debt Relief After Six Month

GST Start Date 01-2016 ☒ Must Process AP Bad Debt Relief After Six Month

GST Taxable Period (months) 3 ☒ Must Process GST On D/O

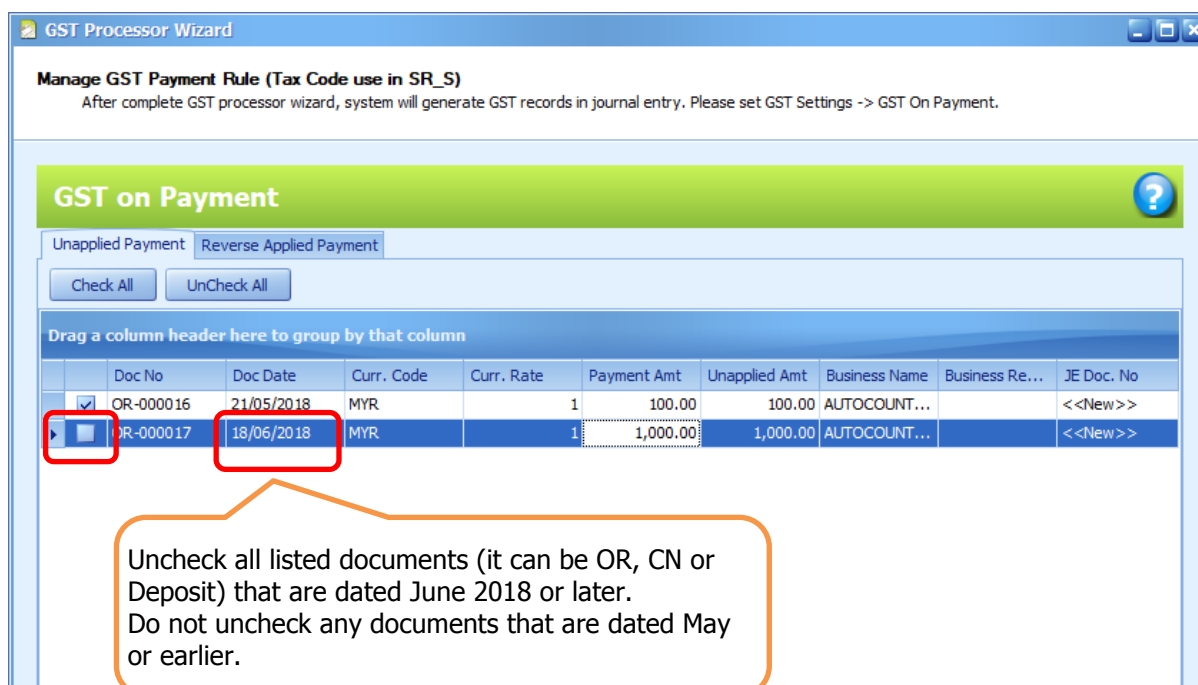
☐ **Must Process GST On Payment**

Apply GST Logic Option Apply Tax Logic only after GST Start Date ☒

☒ Enable 30 Days Advanced Payment Warning

OK Cancel

- For the taxable period of Apr-June 2018 onwards, when running GST Processor, at the page of GST on Payment, uncheck all listed documents (it can be OR, CN or Deposit) that are dated in June 2018 or later. This is to prevent the system from auto-generate Journal Entry to charge 6% GST on those advanced payment received in June 2018 or later (where GST should be 0%).



GST Processor Wizard

Manage GST Payment Rule (Tax Code use in SR_S)

After complete GST processor wizard, system will generate GST records in journal entry. Please set GST Settings -> GST On Payment.

GST on Payment

Unapplied Payment Reverse Applied Payment

Check All UnCheck All

Drag a column header here to group by that column

	Doc No	Doc Date	Curr. Code	Curr. Rate	Payment Amt	Unapplied Amt	Business Name	Business Re...	JE Doc. No
<input checked="" type="checkbox"/>	OR-000016	21/05/2018	MYR	1	100.00	100.00	AUTOCOUNT...		<<New>>
<input type="checkbox"/>	OR-000017	18/06/2018	MYR	1	1,000.00	1,000.00	AUTOCOUNT...		<<New>>

Uncheck all listed documents (it can be OR, CN or Deposit) that are dated June 2018 or later. Do not uncheck any documents that are dated May or earlier.

- Solution option 1:
Issue a tax invoice of RM 100.00 (inclusive of GST RM 5.66) back date to 20 May 2018.
Issue another Invoice in June: Item A 1000.00 GST 0.00
Less: Deposit 94.34
- Solution option 2:
Issue a tax invoice in June for Deposit received in May: RM 100.00 (inclusive of GST RM 5.66)
Issue another tax Invoice in June: Item A 1000.00 GST 0.00
Less: Deposit 94.34

What if I am still using v1.8?

Find Imported Goods A/P Invoice

Keyword

Search Criteria

☒ A/P Invoice No. ☒ Creditor ☒ Description
☐ Note ☒ Company Name ☐ UDF

Search Result ☐ Keep Search Result

Drag a column header here to group by that column

	Invoice ...	Suppli...	Date ▼	Company ...	C...	Curren...	Purcha...	Detail ...	GST C...	Detail ...	Local Su...
<input checked="" type="checkbox"/>	test		16/03...	MY SUPPLIER	MYR	1	610-0000	BATCH ...	IM-GDS	0.00	3.00
<input checked="" type="checkbox"/>	test		16/03...	MY SUPPLIER	MYR	1	610-0000	BATCH ...	IM-GDS	0.00	5.00
<input checked="" type="checkbox"/>	test		16/03...	MY SUPPLIER	MYR	1	610-0000	BATCH ...	IM-GDS	0.00	1.00

Record 1 of 3

Purchase Amount (MYR): Custom Duty Account No. :

Custom Duty % (Optional) : **Tax Code :**

Custom Charges (MYR):

9. Before Submitting Your GST-03

Take a look at the column 5b, make sure you did not miss out any supply that should be charging 6% especially due to the transition period. Also take a look at those transaction that you have charged 6% and make sure you did not charge unnecessarily.

Take a look at the column 6b, make sure you did not claim any input tax that not supposed to or not supported by valid document.

Take a look at Journal entries, especially those auto-generated by the system, to see if any tax rate was wrongly charged.

Conclusion

- This document is meant to provide suggestions for those opt to continue using AutoCount Accounting version 1.8 instead of upgrading to version 1.9. Adopt and modify wisely according to your actual need and at your own risk.
- Last advice, upgrade to version 1.9 and get updated from time to time along the change of policies.